



Connecting Buyers and Suppliers

OhioBuys Upgrade Features Spotlight



Department of
Administrative Services

Overview of OhioBuys Upgrade

The OhioBuys Upgrade will bring changes to the below core system modules. Overall, there will be new ways for end users to communicate directly and quickly within OhioBuys, including several enhancements to notification management aimed at centralizing actions, messages, and notifications.

Within the Solicitations and Contracts (S&C) module, there are various new features.

In addition to these updates, different user interface components of pages across OhioBuys have been improved to streamline the overall experience for users.

Core OhioBuys Modules with New Features to Highlight



Core Changes by Module

Solicitations and Contracts (S&C)

This upgrade sees the largest improvements within the S&C module.

Solicitations have several new features, including **the ability to individually reach out to Suppliers for bid clarifications** without creating an entire new lot or round, **the ability to add solicitation documents that more easily carry over into contracts**, and a **revamped and enhanced user experience on the Analyze and Award tab**.

On the Contracting front, **the entire authoring model has been redesigned and enhanced**, with improvements to both Native and MS Word-based authoring, version control, and document management more broadly.

Other Improvements:



Greater flexibility in creating additional lots/rounds with double and triple envelope solicitations (RFPs)



New contract lifecycle management views



Easier contract document storing mechanics when creating an amendment

Revised Analyze and Award Tab

The Analyze and Award Tab's interface has been updated to include a dashboard that summarizes pertinent information to facilitate the analysis and awarding of a solicitation:

Save & CloseSave

Round
Lot : 1 - Round : 1 - Req. 2/7/2023-Precision Laptops (Under Evaluation)

ProposalsScenarios

12
Invited Suppliers

4
Total Proposals Submitted

12
Supplier(s) Who Haven't Logged In Yet

0
Supplier(s) Who Declined Participation

0 Selected

Download selected proposals

Compare Quotes by Item

Requests	Suppliers	Proposal	Status	Documents	Proposal Progress	Submitted (UTC-5)	Total	Decision	MBDD Status	Debarment End Date	Agencies Debarred By	Requests	OAKS ID	Debarment Begin Date
Req. 2/7/2023-Precision Laptops - 1	Edi Matrix LLC	Proposal # 1- SRC0000008476	Submitted	2	100%	2/10/2023 11:11:41 AM	7,374,000 USD		MBE			Req. 2/7/2023-Precision Laptops	0000301696-1	
Req. 2/7/2023-Precision Laptops - 1	SINGLESOURCE IT	Proposal # 1	Submitted	1	100%	2/8/2023 2:50:34 PM	8,046,000 USD		• Edge • MBE			Req. 2/7/2023-Precision Laptops	0000165922	
Req. 2/7/2023-Precision Laptops - 1	INFOVISION21 INC	Proposal # 1	Submitted		100%	2/8/2023 1:35:10 PM	8,046,000 USD		• Edge • MBE			Req. 2/7/2023-Precision Laptops	0000057580-1	
Req. 2/7/2023-Precision Laptops - 1	BROWN ENTERPRISE SOLUTIONS LLC	Proposal # 1	Submitted	1	100%	2/8/2023 9:25:18 AM	8,046,000 USD		MBE			Req. 2/7/2023-Precision Laptops	0000180541	

4 Record(s)

Award Justification

Award Justification*

Award Explanation*

Revised Analyze and Award Tab

The Scenario section of this tab has also been redesigned so it's easier to view and run award scenarios:

Save & CloseSave

Round
Lot : 1 - Round : 1 - Req. 2/7/2023-Precision Laptops (Under Evaluation)

ProposalsScenarios

1
Optimized Scenarios

0
Manually Solved

3
Draft

0
Infeasible

0
Currently Solving

672.000 (8.35 %)
Best Optimized Savings

0 Selected Solve

Scenario	Status	Last Updated	Items	Total Cost ()	Savings ()	Winners	
Proposals Awarded ⓘ	Draft	—	—	—	—	0	
Best Price on Each Line ⓘ	Solved by System	3/1/2023 3:00 PM	1/1	7,374,000	672,000 8.35 %	1	Solve
Best Overall Bid ⓘ	Draft	3/1/2023 2:39 PM	None	0.000	—	0	Solve
Best Score ⓘ	Draft	3/1/2023 2:39 PM	None	0.000	—	0	Solve

4 Record(s)

Progress
Add a Task

Documents
0 Record(s)

Core Changes by Module

Suppliers

The largest change for Suppliers will be the introduction of messaging across a number of modules in OhioBuys. Additionally, Suppliers will have access to the Public Supplier Browse Page, allowing them to see a record of all active State Suppliers.

EXAMPLE



A Requisitioner and a Supplier can send each other messages using the message center.



Supplier Messages

The new Message Center allows agency users to send messages to suppliers and other agency users. Agency users can use this page to contact a supplier directly when there are questions regarding a purchase order, receipt, or exception.

The screenshot displays the OhioBuys Message Center interface. At the top, the OhioBuys logo is on the left, and a navigation bar contains links: Supplier Directory, Suppliers, Sourcing, Contracts, Shop, Procurement, Approvals, Invoicing, Release & Permit, Analytics, Public Request, Admin, Config, Integration, and Settings. On the right of the navigation bar are icons for alerts, a notification bell, a user profile for Jordan L., and a help icon.

Below the navigation bar is a section titled "Message center" with a search bar and icons for back, refresh, and star. Underneath this is a filter section with dropdowns for "Conversation type", "Supplier", and "Conversation filter", followed by "Search" and "Reset" buttons.

The main content area is divided into two columns. The left column, titled "Conversations", lists several messages with their subject lines, categories (Orders, Receipts), and the supplier name. The right column shows a detailed view of a conversation with "LENOVO UNITED STATES INC", including a header with a link to the "Supplier conversation" and counts of internal and external participants. The conversation history shows a message from "Coco PETERSON" asking to confirm a delivery address, followed by a response from "Me" confirming the address. A note at the bottom states "This conversation is shared with LENOVO UNITED STATES INC".

Conversation ID	Subject	Category	Supplier	Date
PO079698	Req. 2/28/2023-SIEMENS INDUSTRY INC - SIEMENS INDUSTRY INC	Orders	SIEMENS INDUSTRY INC	3/1/2023
REC0002079	rec 01 003 again - VIE ABILITY - 02/24/2023	Receipts	VIE ABILITY	3/1/2023
PO079676	TFS 72635: REQ-15-026-LENOVO UNITED STATES INC - LENOVO UNITED STATES INC	Orders	LENOVO UNITED STATES INC	3/1/2023
PO079674	TFS 71720: REQ-15-021-3SG PLUS LLC - 3SG PLUS LLC	Orders	3SG PLUS LLC	3/1/2023

LENOVO UNITED STATES INC
Supplier conversation 1 internal(s) | 2 external(s)

Coco PETERSON 2 hours ago
Can you confirm the delivery address on this Purchase Order?

Me 2 hours ago
Yes, the address is correct.

Coco PETERSON 2 hours ago
Great, thank you!

This conversation is shared with LENOVO UNITED STATES INC

Add a Message...

Supplier Messages

In addition to viewing and sending messages via the Message Center page, State users can also view and send messages to suppliers and other State users directly from the object they are viewing (e.g. a purchase order, receipt, etc.). To do this, users can click the conversation icons in the top-right hand corner of the page to open the conversation pane.

PO: PO079676 - TFS 72635: REQ-15-026-LENOVO UNITED STATES INC - LENOVO UNITED STATES INC (Ordered)

[Save](#) [Close/Cancel](#) [Create Receipt](#) [Change Order](#) [Other Actions](#)

Internal conversation thread
2 subscriber(s)

Header

Status: Ordered ☐ Commercial Printing Requisition

Order Label: TFS 72635: REQ-15-026-LENOVO UNITED STATES INC

Supplier: LENOVO UNITED STATES INC [Link](#)

Supplier Contact:

Buyer Contact: Chapa Jarrod Business Unit: DPS01 - Dept of Public Safety

Initial P.R.: REQ0000105870-TFS 72635: REQ-15-026 Receiving Required: No

Site ①: DPS100000 Directors Office CDSB Fiscal Year: 2023 - State of Ohio

Order Date: 2/22/2023

Can you send a PDF copy to the supplier? Me 8 minutes ago

Latasha PHILLIPS One minute ago
Yes, I can do that now.

Add a Message...

ordered)

LENOVO UNITED STATES INC
Supplier conver... 1 internal(s) | 2 external(s)

Coco PETERSON 3 hours ago
Can you confirm the delivery address on this Purchase Order?

Me 3 hours ago
Yes, the address is correct.

Coco PETERSON 2 hours ago
Great, thank you!

This conversation is shared with LENOVO UNIT...

Add a Message...